TDC Steering Committee	
Date, Time and Location:	Friday, January 13, 2017 1:30 p.m. – 3:00 p.m. Rhodes Tower, Room 231
Facilitator:	Roderick Cheatham, Training Program Manager and TDC Lead
Attendees:	Debora Branham, DAS; Roderick Cheatham, DAS; Helena Carter, AGE; Matthew Dyer, OBM; Ray Justice, DAS; Cynthia Hill, BWC; Stan Sikorski, DAS; Casandra Richards, DAS; Ryan Cairney, ODH; Erica Banta, MCD; Jonathan Rollings, OOD; Leslie Hannah, DAS

Agenda Item   **Discussion Items**

Welcome And Introductions	• Introduced new Steering Committee member Erica Banter from the Department of Medicaid.
General Updates	• Committee reflected on the TDC Liaison meeting held on Dec. 9, 2016 to give a glimpse to those committee members unable to attend the meeting. Steering Committee members appreciated the program and connecting with the Agency TDC Liaisons. • HR Conference scheduled for March 14, 2017 at the Hyatt Regency. There will be a breakout session, *Tools for Growing Competencies,* presented by the Performance Management subcommittee. The upcoming Competency Development Guide will be discussed.
Communication Update	• Post Resource Survey results to TDC web page (done) • HR Conference is 3/14/16 at the Hyatt Regency. TDC will present an overview of the Performance Management sub-committee's key initiative – Competency Guide.

| ***Sub-Committees Key Initiatives and Updates*** | Each of the TDC Sub-committees provided an overview and update of their key initiatives.

Matthew Dyer, OBM: **Communication**
    ▪ **Focus:** Create and maintain a way to share information among the TDC members using electronic media.

    ▪ **Key Initiative: Promote and Market TDC**
      To develop strategies for promoting and marketing TDC statewide by launching various communications (e.g., brochure, newsletter, surveys, and website) featuring helpful tips, trends, and information regarding talent development.

      Update: Create TDC newsletter to be shared bi-monthly. Ask-the-trainer feature to make newsletter interactive and engaging. Draft created. Newsletter to be released in January 2016.

Kathleen Nichols, OHFA: **Training and Development**
    ▪ **Focus:** To aid the TDC in identifying internal and external professional development resources that can be shared statewide. Also, to brainstorm and create on-going train-the-trainer opportunities for those who deliver training within state government and resources that can be shared statewide.

    ▪ **Key Initiative: Identify Statewide Training Resources**
      Assist the TDC in identifying training resources; develop a statewide resource list by January 2017, and collaborate with agencies to share training resources.

      Update: Analyze results from survey and incorporate into next project (curriculum for instructional skills). Next steps, review curriculum provided by agencies who currently have Train-the-Trainer programs (DRC, DPS, ODJFS and DAS) to compare curriculum and determine what major rewrites are necessary.

Debora Branham, DAS: **Collaborative Partnerships**
    ▪ **Focus:** To connect and establish relationships between the TDC, local colleges/universities and other agencies to build collaborative partnerships. Also, to provide speakers on new talent development topics and trends in the areas of training and development curriculum.

    ▪ **Key Initiative: Collaborate with Agency Leaders to Identify Leadership Competencies**
      Collaborate with agency leaders to identify key leadership competencies and utilize statewide competencies to identify learning and development |

Sub-Committees Key Initiatives and Updates (continued)	needs via targeted focus groups with senior and executive leaders. Partner with agencies and universities to develop leadership curriculum and/or identify speakers.
	
	Update: On 11/30/16 the sub-committee presented the Lead Ohio: Visionary Leaders conceptual program to the Governor's office representative and HRD leadership to obtain the go-ahead to move forward with a pilot program. Engaging Franklin University in conversation determine if a collaborative partnership can be established to design the curriculum. Will reach out to agency partners to assemble SMEs to identify curriculum content focusing on crisis management. The three (3) competencies identified for the program are: Coaching and Developing Others, Thinking Creatively, and Selling or Influencing Others.
	
	Ray Justice, DAS: **Performance Management**
	  • **Focus:** To gather agency information and insight into performance management issues, creating new and innovative ways to assist agencies in meeting organizational, departmental, and employee goals. Competencies, coaching development and tools, training needs and assessments are within the scope of this sub-committee.
	
	  • **Key Initiative: Competency Development Guide**
	Concept initiated by the Ohio Department of Job and Family Services (ODJFS), TDC will partner with ODJFS to offer an enterprise-wide Competency Development Guide. The guide will offer development resources, tips, and tools for developing competencies.
	
	Update: The committee has begun to cross-walk JFS workshops with DAS and finalize the competency guide. This will not be finished before the HR Conference. However, there is a plan for a workshop around the competency guide for the conference. Target completion date is 6/17.

TDC Sub Committee special presentation	Johnathan Rollings, OOD and Stan Sikorski, DAS: **e-Learning Technology** ▪ **Focus:** To gather, share and create information to assist the TDC in keeping pace with industry best practices related to talent development e-learning trends. Also, to develop innovative ways for promoting and engaging employees in e-learning training and development. ▪ **Key Initiative: e-Learning Design and Development Guide** **Update**: Provided a high-level walk-through of the e-Learning Design and Development Guide, highlighting the features and benefits of the guide for developers. Next steps include sending a copy to all of the Steering committee members and a test group of State of Ohio e-learning developers, soliciting feedback from test group via SurveyMonkey and publishing guide to TDC web page.
Community Sharing	Matthew Dyer shared his Master's Degree course project on Competency Development. Matt discussed how the project could assist employees in different State of Ohio job classifications. The project included links to various State library resources that could assist with competency development.
Next meetings	Steering Committee 2/16/17, 3/9/2017 Agency TDC Liaison meeting 4/6/2017